



**STATE OF LOUISIANA
BOARD OF EXAMINERS OF
NURSING FACILITY ADMINISTRATORS**

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QUARTERLY BOARD MEETING MINUTES
DECEMBER 9, 2020

The Louisiana Board of Examiners of Nursing Facility Administrators (“LABENFA”) conducted its December 9, 2020, quarterly Board meeting in accordance with presentation LA R.S. 42:17.1. All members had previously been sent documents to follow along with the Power Point.

Board Members connected:

Earl Thibodaux – Chairman
Delbert Wilbanks – Vice Chair
Scott Crabtree

Dr. Sharon Hutchinson
Patricia LaBrosse
Teddy R. Price

Jack Sanders (arrived at 1:45)
Kemp Wright

Also connected:

Mark Hebert, Executive Director
Cheryl Kindrix, Executive Assistant Thomas Devillier, General Counsel

Absent:

Bill Ledbetter
Andrew Perilloux, LDH

Dr. Susan Nelson
Malcolm Tietje, LDH

Call to Order

The meeting was called to order at 1:05PM by Earl Thibodaux, Chairman.

Review/Approval of the Agenda / Minutes

Mr. Thibodaux asked the members to review the Agenda and asked if there were any questions. After a brief review, Mr. Wilbanks made a motion to approve the Agenda, it was seconded by Dr. Hutchinson and unanimously approved.

The Board previously received the proposed Board meeting minutes from August 12, 2020. Mr. Wright made a motion to approve the minutes seconded by Mr. Crabtree and unanimously approved.

Executive Director Report

Mr. Hebert began his Executive Director Report informing the members that the October 2020 NAB conference was virtual. Mr., Hebert participated and learned how each state is handling COVID-19 related issues. Mr. Hebert continued by informing the Board that he is unable to make the AIT visits and hopes to resume them sometime in 2021.

Our legislative auditor, Mr. William Mercer, found no findings in our annual audit. The audit report was made available to all.

Mr. Hebert updated the Board of changes to the LSU Eldercare program. Mr. Eddie Borland has replaced Mr. Gamburg as Clinical Coordinator.

Mr. Hebert ended his report reminding the members that, sadly, last November, we lost Mr. Ronnie Goux. Mr. Goux was a Board member, owner, administrator, LNHA President, and a kind friend. His wisdom and service will always be remembered.

Mr. Crabtree made a motion to approve the Executive Director Report. It was seconded by Dr. Hutchinson and unanimously approved.

Education Committee Report

Mr. Hebert presented the Education Committee Report. Mr. Hebert discussed the numbers in the Education Committee Report and then discussed the Quarterly and Annual Totals.

Mr. Wright made a motion to accept the Education Report as presented, seconded by Mr. Crabtree, and unanimously approved.

Review of Applicants

Applications listed were briefly discussed. Each member attending, individually, voiced their vote to ratify the nine (9) applicants and for them to sit for the examinations.

- T 3630 **Monique Cornish**..... Plans to train, has not found a place to date (in Slidell)
- T 3631 **Latricia Mitchell**..... Training at Maison de Lafayette with joe McPherson III
- T 3633 **Matthew Jester**..... Training at Garden park in Shreveport with Jennifer Peters
- T 3634 **W. Sean McQueen**..... Training at St. Margaret's in N. O. with Marianna Dion
- T 3635 **Evan Brown**..... Training at Landmark South in Baton Rouge with James Smith
- T 3636 **Donnie Chris Hodges**..... Training at Landmark South in Baton Rouge with James Smith
- T 3638 **Kayla Louviere Pecora**..... Training at Magnolia Estates in Lafayette with Lauren Granier
- T 3639 **Kainen Louviere**..... Training at Courtyard Manor in Lafayette with Dawn Miller
- T 3640 **Hayden Green**..... Training at Care Center of DeQuincy with Mary Leonards

Waiver Exam Report:

3598 **Patti Lavarine** ...A full waiver was requested by Patti Lavarine based on her experience as an administrative assistant in Louisiana 2005 – 2020. She passed the State test and both CORE and NHA tests. Delbert Wilbanks conducted the waiver. Mr. Wilbanks informed the Board that she answered the questions very well and recommended granting a full waiver. After a brief discussion, each member attending voiced their vote. Mr. Wilbanks excluded himself. The remaining members, individually, voted to grant Ms. Lavarine the full waiver.

Reciprocity TO Louisiana:

3632 **Brooklyn Richardson (TX)** ...Ms. Richardson applied to our Board via reciprocity from Texas. Mr. Hebert informed the Board that she made application stating she met the reciprocity requirements. He informed the Board of her Criminal Background Check. Numerous Board members questioned Mr. Hebert to give more details from the report along with the dates of the offenses. Mr. Devillier informed the Board of the legal statutes regarding denying an application.

After more discussion, each Board member present, except for Mr. Price who had temporarily left the meeting, voted individually, of their decision to accept her application or deny it based on the criminal background report.

All Board members voted to deny her application. Ms. LaBrosse asked if this was the Board's first denial per criminal background check, Mr. Hebert answered, "to his knowledge, yes". Mr. Hebert is to send a letter, return receipt, to Ms. Richardson informing her of the Boards decision.

Reciprocity FROM Louisiana: Reciprocity from LA requests noted; no motion necessary.

2653 **Candice Rogers** (to FL)..... Licensed in LA 10/13/2005 – 06/30/2020
3330 **Kevin Boisseau** (to MA)..... Licensed in LA 06/20/2014 – 06/30/2020
3279 **Todd Sonnier** (to TN)..... Licensed in LA 12/21/2012 – 06/30/2021
2304 **Hank Cooley** (to MS)..... Licensed in LA 03/06/2000 – 06/30/2020
3529 **Doug Blevins** (to KY)..... Licensed in LA 01/18/2019 – 06/30/2020
3601 **Hunter Lawrence** (to TX)..... Licensed in LA 08/06/2020 – 06/30/2021
3106 **Todd Truax** (to CA)..... Licensed in LA 09/25/2009 – 06/30/2018

Finance Committee Report

Mr. Sanders joined the Board meeting already in progress. Mr. Wright presented the Finance Reports for the months of July, August, September, and October 2020 along with the proposed budget. During the discussion of the proposed budget, Mr. Wright explained that the revenue from continuing education was significantly lower. He explained that LABENFA is running deficits in our finances and budget primarily due to a conference we were not able to offer due to the COVID-19 public health emergency. Mr. Wright informed the Board that Mr. Hebert was working on potential continuing education for LABENFA to offer online to increase revenue. Mr. Hebert spoke of the continuing education plan he is working on. Mr. Price asked if we could offer in-person continuing education. It was also asked if the Board can mandate a particular virtual course. Mr. Hebert will come up with some ideas to supplement the budget and present them back to the Board at the next meeting. All members present voted, individually, and unanimously accepted the budget.

Mr. Wilbanks made a motion to accept the Financial Committee Report; seconded by Ms. LaBrosse, and unanimously approved.

Mr. Wright informed the Board that they are authorized to accept a per diem and mileage reimbursement in accordance with law. He continued by saying although it is available, any member may decline the per diem and/or mileage.

Unfinished Business: none

New Business:

Mr. Hebert briefly reminded the Board that in our last meeting we tabled the discussion of CE requirements for re-registration for year ending 6/30/2022. After a brief discussion, the board members voted, individually and unanimously, to allow administrators to complete all required continuing education hours online via approved courses.

Approval of Next Meeting

The next scheduled Board meeting was proposed to be Wednesday, February 10, 2021. Location and details to be decided prior to meeting.

Adjourn/Pay for Meeting Expenses

There being no further business, motion was made by Mr. Wilbanks; seconded by Mr. Wright, and unanimously approved to pay for any meeting expenses and adjourn. The meeting adjourned at 2:05PM.